

General Purpose

Under general supervision, on assigned shift, perform standard skilled work to repair and maintain coaches, automobiles and related equipment, as assigned.

Typical Duties

Repair and maintain diesel and alternative fuel powered engines and related equipment. Involves: Repair equipment in the field when necessary. Overhaul hydraulic and air brake systems. Repair engine cooling system, transmissions, axles, electrical systems, and automotive heating, ventilation, and air conditioning (HVAC) systems. Replace and adjust shock absorbers and suspension systems. Make adjustments to diesel and alternative fuel components. Road test equipment as assigned. Record materials used and time worked on equipment. Comply with safety practices. Perform state vehicle inspections as assigned.

Perform related incidental duties contributing to realization of unit or team objectives as required. Involves: Substitute for supervisor or coworkers to maintain continuity of ordinary operation, if delegated. Provide designated support for projects or activities as instructed. Explain and demonstrate work performed to assist supervisor in training less knowledgeable employees. Maintain tools, equipment, materials and supplies, and keep work area orderly, safe and clean.

Knowledge, Abilities and Skills

- Good knowledge of automotive and related equipment repair and maintenance methods, principles and techniques.
- Good knowledge of trade occupational hazards and safety practices.
- Some knowledge of diesel and alternative fueled powered engines operating principles and mechanics.
- Ability to read and understand maintenance manuals.
- Ability to operate diagnostic equipment.
- Ability to follow oral and written instructions.
- Ability to detect and identify mechanical problems.
- Ability to establish and maintain effective working relationships with fellow employees.
- Ability to maintain repair and time records.
- Skill in safe operation and care of coaches or motor vehicles.
- Skill in the use and care of trade tools and equipment.

Other Job Characteristics

- Frequent lifting and carrying of moderate objects (up to 50 pounds).
- Frequent climbing, standing, walking, kneeling, stooping and bending.
- Occasional test driving within repair yard or through City traffic.

Minimum Qualifications

Education and Experience: Equivalent to a high school diploma or General Education Development (GED) plus two (2) years of experience in major overhaul, repair and maintenance of automotive equipment, coaches or diesel powered vehicles.

Licenses and Certificates: Texas Class "B" Commercial Driver's License or equivalent from another state. Environmental Protection Agency (EPA) certification required for refrigerant recovery and recycling of motor vehicle air conditioners within 30 days of appointment. Some positions may require certification of competency as a Technician of Alternative fuels issued by the LP gas division of the Texas Railroad Commission within one (1) year of appointment.

Special Requirements:

- Must possess own tools of the trade prior to appointment. A list of the minimum tool requirements is on file in the Human Resources Department.
- Positions assigned duties which require a Commercial Drivers' License (CDL) to operate vehicles on public thoroughfares [or positions of a safety sensitive nature within Mass Transit], are subject to federal drug and alcohol testing regulations, which include pre-employment, post-accident, reasonable suspicion, random, return to duty and follow-up testing.

Human Resources Director

Department Head

OFFICIAL